



**Application Pack**  
**Reo Rua Team Leader**  
**Kahikatea Scale A Year 7-8**

Start date - Preferable Monday 29th April or negotiated

Teena koe,

Thank you for your interest in the position at our kura.

This is an exciting opportunity to be part of a supportive school community that values learning. Our point of difference is that we are a rural community with a big caring heart. We value the uniqueness of individuals and the experiences they bring to the classroom, both students and teachers. If you feel you can add value to our community then we invite your application.

The successful applicant will;

- Lead Kahikatea - our Reo Rua Team of 3 akomanga
- Teach Year 7-8 students within a Level 2 MMI environment

Remuneration:

- 2 permanent units (Team Leader)
- MITA allowance
- Potential for other curricular leadership opportunities.

Please find enclosed all the information you need to make an informed application.

The successful candidate is employed under the terms and conditions of Primary Teachers Collective agreement

This pack includes

- School Information
- Application Timeline
- Application Form

## **Submitting Applications**

If you wish to apply to be a part of our team then please submit an application that addresses the Scope of your Role below and in a format that reflects who you are as a teacher.

**We want you to submit;**

- **an application that addresses**
  - **Why you are the best person for this role,**
  - **how you meet the scope of the role, the knowledge, skills, attributes and personal characteristics of the role and in a format that reflects who you are as a teacher**
  - **The application form**
- **A Brief CV that supports your application**

Digital applications are accepted and preferred. If successful all copies will need to be verified with original for identity purposes. Please ensure that all documents and supporting information are filled out accurately. If Curriculum Vitae and supporting documentation is to be returned please ensure a stamped self addressed envelope is enclosed.

Applications should be submitted electronically - to [robg@whatawhata.school.nz](mailto:robg@whatawhata.school.nz)

We look forward to receiving your application,

Regards,

Rob Gunn  
Principal

## Who are we?

We Are Whatawhata School, a U4, full primary catering for students in Years 0-8. We are a small rural full primary school just to the West of Hamilton City and at the heart of the Whatawhata Community.



We look to develop the whole child, empowering them to succeed in learning and life in a community that cares. Our school curriculum is built around this vision, where we support children to grow their sense of belonging, to enjoy learning knowledge, skills, principles and values that help them to meet the opportunities that life brings with a caring and can-do attitude.

Our curriculum has a holistic focus. Staff are committed to providing the best education for all our learners within a community that values manaakitanga and whanaungatanga. Our size and focus on learning means we are able to develop an in-depth knowledge of their interests, strengths and needs which allows us to shape programmes accordingly. We pride ourselves on our relationships and knowing our children.

Our community is central to what we do. We enjoy close relationships with our families, whaanau and the wider community and aim for our children to learn that, as a community, young and old, we all care for, support and value each other.

Our kura has three teams across English Medium (Junior and Senior) and Kahikatea (Reo Rua). We will be starting 2024 with 11 classes. Each team is special and unique in their own way, catering for the needs of the students at their level, while having a strong focus on building a community that cares, grows and achieves together.

Kahikatea has 3 akomanaga from Year 3 to 8. Our senior classes learn within a level 2 (50-80%) MMI environment.

We are committed to valuing and maintaining the unique opportunities and values of small and rural school learning. The right person will continue to add value to our special place.

## Our Foundation

Our vision is To Care, To Grow, To Achieve - Kia Manaaki, Kia Whakatupu, Kia Whakatutukitanga

This is the foundation of our school. To learn and succeed you need first to belong.

Kia Manaaki is our heart. It dictates that we invest in and nurture relationships (whanaungatanga), empowering mana and identity. A child who feels cared for can do anything.

Kia Whakatupu is our journey. The understanding that we are all learners, growing our resilience to tackle and overcome the steps on our learning adventure, gaining strength and self awareness.

Kia Whakatutukitanga is the celebration of our successes, that each milestone on our journey is recognised, valued and celebrated colleagues, our peers and whaanau

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## Role Description

Maa te kimi ka kite. Maa te kite ka moohio. Maa te moohio ka marama.

Ko te kura o Whatawhata maatou, kei ngaa whenua o Ngaati Maahanga me Waikato.

E kimi ana maatou i teetahi kaiako kia aarahi i te akomanga tuakana i too maatou whaanau reo rua o 'Kahikatea'. Ko te kaitono arotau kia aarahi i ngaa akomanga roopuu o 'Kahikatea' hoki.

E kimi ana maatou i teetahi kaiarataki e hihiri ana ia. E moohio ana ia i te whakauru i teetahi haapori e whakanui ana whakatutukitanga, whakatupu me manaakitanga.

We seek a highly motivated leader who will understand what it means to be part of a community that values excellence, the learning journey and manaakitanga.

The successful applicant will lead Kahikatea, Reo Rua team and teach in primarily a year 7 and 8 class of students.

Our ideal applicant will;

- have a strong relational approach to learning - valuing whanaungatanga
- be competent and proficient with te reo Maaori me oona tikanga Maaori
- be a proactive and supportive person who can inspire and motivate staff and students.
- be understanding and compassionate,
- believe in our school vision and aspire to be the best teacher they can be.

Me tono mai ki te kura o Whatawhata. We invite applicants who feel they can enhance our school to submit an application that addresses the Scope of your Role below and addresses who you are as a person.

### **The Role**

The advertised role is a Team Leader classroom teaching position. The successful applicant will lead Kahikatea - our Reo Rua team and teach our Year 7 and 8 level 2 MMI class.

- MITA allowance included
- 2 permanent units (Team Leadership)

### **The Scope of your Role**

Applicants should be able to demonstrate the below attributes to be successful in this position.

#### **As a leader;**

- Demonstrate a clear belief and **commitment to** our school vision and expectations.
- Demonstrated commitment to developing te reo Maaori me oona tikanga Maaori
- Values and promote whanaungatanga and trust within our school and across our community
- A commitment to supporting teachers as learners within the team and across the school
- Have a clear focus on student learning and improvement
- Demonstrated high expectations of yourself and your team

- A strategic thinker who will work closely as a member of the leadership team
- A problem solver with an ability to ensure problems impeding the progress of learners are identified and resolved

**As a teacher;**

- Kia matatau ngaa kaitono ki too taatou reo Maaori me oona tikanga. 50 - 80 paiheeneti te taumata o te reo ki ngaa akomanga,
- Me maatua moohio ngaa kaitono i ngaa tuhinga e rua, ko te New Zealand Curriculum me **Te Marautanga o Aotearoa**,
- He huanga ki ngaa kaitono meena he rautaki, he maatauranga hoki e paa ana ki te hopu reo (knowledge in second language acquisition theories),
- He huanga anoo ki ngaa kaitono meenaa he puukenga ki te ao kapa haka me ngaa toi Maaori hoki (skills in kapa haka and Maaori arts),
- Demonstrated understanding of and commitment to upholding the cultural identity and heritage of all taurira and their whaanau,
- Uphold the values of **whanaungatanga me manaakitanga**,
- A strong commitment to personal and professional learning that impact positively on student learning,
- A strong **commitment to collaboration**, flexibility and teamwork,
- **Successful classroom experience**, in a primary role, which made a difference for all students and their learning,
- Demonstrate a **commitment to Our Code, Our Standards** of the teaching profession.
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## Person Criteria

- A **good listener** who makes people feel valued
- **Will lead by example**
- **Prioritise relationships across the school**
- A **motivated and ‘can do’ attitude** that reflects the values of our school
- Show and take **initiative** in and across the school
- Be eager to explore and **embrace change, open to collaboration**
- **Show integrity, be professional showing a commitment to our school direction**
- Be **fun, engaging and empowering**

### Expected Timeline

(approximate guide - dates are subject to change)

Monday 12 February

Vacancy published online.

Friday 1 March

Applications close 12.30pm

Wednesday 6 March

Shortlisted candidates notified

Friday 8 - Tuesday 12 March

Interviews and successful interviewees notified

Monday 29th April or Negotiated Date

Start date

If your application is successful, the information will form part of the school's personnel records. That person may access it in accordance with the provisions of the Privacy Act 1993. Information relating to unsuccessful applicants is destroyed unless a stamped self addressed envelope is provided for return of your Curriculum Vitae.

## Further Information

For further information or to ask re: school visits (during term time only) please email [robg@whatawhata.school.nz](mailto:robg@whatawhata.school.nz) or phone Whatawhata School on 07 829 8820

## Checklist

- **Covering Letter addressing;**
  - **Why you have applied for this role**
  - **Criteria relating to 'Scope of Role'**
- **Curriculum Vitae**
- **Application Form Signed**
  - **copy of Teacher Registration attached**

Thank you for your interest in the Kahikatea - REo Rua Team Leader position. We look forward to receiving your application.

Applications can be submitted by Friday 1 March - Applications close 12.30pm.

electronically - to [robg@whatawhata.school.nz](mailto:robg@whatawhata.school.nz)

or via post - Confidential  
c:/ Principal  
9 Kura St,  
RD 9  
Whatahwata,  
Hamilton 3289



## 2024 APPLICATION FORM:

### Scale A Team Leader Position

Permanent

#### **PERSONAL DETAILS**

Surname / Family Name

First Names (in full)

Are you known by any other names Yes / no : if yes please provide

Full Postal Address

Email Address

Contact Phone Number

Personal

Business

#### **TEACHER REGISTRATION**

*Highlight one*

Provisional

Subject to  
Confirmation

Full

Registration Number

Practicing Certificate  
Expiry Date

Have you ever been refused registration, limited authority to teach or classification as a teacher in any country?      Yes      No

***Please attach photocopy of teacher registration (this will be verified with original if successful)***



## **Right to Work, Complaints and Convictions**

Right to Work Are you a New Zealand citizen?  If not, do you have resident status, or  A current work permit	YES / NO  YES / NO  YES / NO
Are you awaiting sentencing or do you have charges pending? If yes please detail:	YES / NO
Have you ever been convicted of an offence against the law apart from minor traffic offences? If yes, please provide the date and details of the offence on a separate sheet. <i>(A board may not employ or engage a children's worker who has been convicted of an offence specified in Schedule 2 of the Vulnerable Children Act 2014. The Clean Slate Act does not apply to schedule 2 offences.)</i>	YES / NO
Have you ever been the subject of any concerns or complaints involving child safety?	YES / NO

*Please note that you are not obliged to disclose convictions if you meet the conditions of the Criminal Records (Clean Slate) Act 2004 but can do so if you wish. If uncertain please contact the Ministry of Justice. Teachers are submitted to a Police Vet as part of the registration process.*

## **EDUCATIONAL QUALIFICATIONS**

*List relevant degrees, diplomas, and certificates*

<u>Qualification</u>	<u>Institution</u>	<u>Date attained</u>

**EMPLOYMENT HISTORY / TEACHING SERVICE** - Please list your work experience for the last five years beginning with your most recent position. Please explain any gaps in employment. If you were self-employed, give details. Attach additional sheets if necessary.

Position held, Level,	Employers Name / School or reason for gap in employment	Dates Employed (Start / End)	Reason for Leaving

**REFEREES** Please nominate three referees we can contact if you are shortlisted.  
(Please note that Whatawhata School Board of Trustees reserve the right to contact other people as necessary)

Referee 1	
Name	
Address	
Home Ph	
Work Ph	
Capacity you have known the applicant	

Referee 2	
Name	
Address	
Home Ph	
Work Ph	
Capacity you	

have known the applicant	
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Referee 3	
Name	
Address	
Home Ph	
Work Ph	
Capacity you have known the applicant	

### **DECLARATION**

I certify that:

- The information I have supplied in this application is true and correct.
- I confirm in terms of the Privacy Act 2020 that I have authorised access to referees.
- I know of no reason why I would not be suitable to work with children/young people.
- I understand that if I have supplied incorrect or misleading information, or have omitted any important information, I may be disqualified from appointment, or if appointed, may be liable to be dismissed.

I agree to the Whatawhata School appointments committee being able to contact my nominated referees, the Teachers Council, and/or my previous and present employers for written and/or verbal comments.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*Where applications are digitally made the applicant understands that by typing their name where signatures are required indicates their acceptance.*

*This application form will be kept and form a part of the successful applicants Personnel record*